

Approved For Release 2004/05/05 : CIA-RDP58-00039A000100050020-5

Office Memorandum • UNITED STATES GOVERNMENT

TO : Director of Training
 THRU : Chief, PPS/TR
 FROM : Chief, LETS/TR

DATE: 6 October 1955

SUBJECT: Weekly Activities Report

A. SIGNIFICANT ITEMS JOB NO. _____ BOX NO. _____ FLD NO. _____ DOC. NO. 12 NO CHANGE
 IN CLASS X / DECLASSIFIED / CLASS CHANGED TO: TS S C RET. JUST. 22
 NEXT REV DATE 09 / REV DATE 20/10/79 REVIEWER [] TYPE DOC 25X1
 None to report NO. PGS 2 CREATION DATE _____ ORG COMP 11 CFI 11 ORG CLASS C
 B. OTHER ACTIVITIES REV CLASS C REV COORD. _____ AUTH: HR 70-3

25X1 1. At the suggestion of Mr. [] interviewed 25X1
 Mrs. [] receptionist, in order to make suggestions on how she might
 be more properly assigned in a manner that would take advantage of her
 language competences. Recommendations were communicated to Mr. [] 25X1

25X1 2. [] interviewed [], recently returned 25X1
 from an FE assignment [] and recommended as a possible area in-
 structor. Dr. [] has an unusual diversity of knowledge in breadth re-
 lating to the Far East, Western Europe, and Eastern Europe. This diver-
 sity is very appealing. I am not sure, however, whether his knowledge
 in depth, particularly regarding the Far East, is sufficient. He is very
 personable and would be an agreeable associate.

3. Reports on the intensive Russian class, in the middle of the
 second week, are gratifying. Seven out of nine are reported to be very
 outstanding in ability, enthusiasm and drive. Two, not deficient in
 drive and hard work, are reported to be having some difficulty. The
 course is being run at a hard pace and it may develop that these two
 will not be able to maintain this pace. Should this be the case, at
 the end of four weeks the School will decide, in conference with their
 sponsors, whether they should continue or whether alternative programs
 more suited to their temperament and aptitude should be selected. Their
 offices already have been notified of this possibility.

4. As soon as we receive information that Security has approved
 our employing, on a provisional clearance, two out of three persons
 recommended to serve as native speakers, the intensive course in [] 25X1
 will be definitely scheduled. Tentative date for beginning now is 17
 October.

5. The course in Chinese reading began on Monday and is proceeding
 at a semi-intensive rate. In the first two sessions, students learned
 to recognize, write and pronounce about 30 characters and acquired vocabu-
 lary of about 50 words.

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25X1 6. [] now are planning to visit Colby College on 24-25 October to discuss development of summer language workshop program for the intensive Russian course. At the same time, there will be some discussion of the possibility of a comparable program in [] in the event the semi-intensive course offered to begin about 1 November is conducted by LETS.

25X1 7. [] is enrolled in the Chinese Reading Course. [] is taking courses in shorthand. [] is continuing her Russian classes at Roosevelt adult education center. 25X1

8. The report on internal basic area courses was completed and transmitted to DTR on 3 October.

9. A report on absenteeism in internal language and area courses is being prepared.

10. Considerable interest is being shown in the Orientation Lecture Series on Russia, which starts 12 October. Interest has also been shown in the new course, Russian Interrogation, which is being offered this fall for the first time.

11. The new language lab in R&S was completed and opened for use during the week, with six machines.

12. Current enrollment in internal language training programs is 293, 219 in classes and 74 in self-study. During the past week, the language laboratory was used for a total of 393 hours. 22 new language classes began on 3 and 4 October.

13. The following requests for external training have been approved by Chief, LETS:

25X1 Basic Principles of Statistical Methods, George Washington U.
[] OP

25X1 Intensive Chinese, FSI
[], FE

25X1 Small Arms Repairman Course, Aberdeen Proving Ground
[] LO 25X1